

Central India's Largest Agri Summit



## EXHIBITOR MANUAL

November 25-28, 2022

Nagpur, Maharashtra, India



# FOOD FEED AND FUEL

Integrated Technology  
through Research



Organised By ..... Event Sponsored By : Supported By :



AGROVISION Secretariat:



**MM ACTIV**

Sci-Tech Communications

Media | Events | Partnering | Advisory

**MM ACTIV SCI-TECH COMMUNICATIONS PVT. LTD.**

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Dear Participant,

We are delighted to welcome you to **Agrovision 2022'**. MMACTIV will do everything possible to make your participation a pleasant business experience.

This Exhibition booklet contains complete details for your assistance. To help us serve you better, you are requested to complete the enclosed **forms** carefully and **return them** to us by the specified dates.

**Exhibitor Badges** will be provided at the time of taking possession of the stand and in order to have a disciplined look, please advise your personnel to wear the same at the Venue. This is important in view of the security arrangements.

An indemnity form has to be filled up and a printout of the same with the seal of the organization has to be sent to the secretariat. The Exhibitor Directory Form and the name of the Exhibitor Personnel should be emailed to the secretariat by **18th November 2022**.

To ensure your participation is well organized, we suggest you nominate an Exhibition Coordinator who will coordinate all the activities related to your participation with us.

For further details please write to **Mr. Sankalp Singh** @ [sanklap.singh@mmactiv.com](mailto:sanklap.singh@mmactiv.com) [agrovision@agrovisionindia.in](mailto:agrovision@agrovisionindia.in)

With best regards,

**MM ACTIV Sci-Tech Communications Pvt. Ltd.**

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## COVID-19 Guide Lines

### Measures to be followed by Exhibitors

- Aarogya Setu App mandatory.
- Social Distancing to be maintained as per Govt. norms
- All the stalls should keep hand sanitizers and masks
- All the personnel at the stall must use a face mask
- Every stall should have a covered dustbin
- To maintain social distance the number of individuals that can be permitted in any given stall/booth at any particular time to be moderated.
- All exhibitors should be fully vaccinated –A certificate of vaccination is mandatory for getting entry into the show
- Covid-19 Negative Report (RT-PCR Test) is compulsory for exhibitors who have taken only 1 Dose of Vaccination to visit the show.
- Children under the age of **18** years are not allowed in the Show

### Measures to be followed by Business Visitors/ Delegate

- Aarogya Setu App mandatory.
- Social Distancing to be maintained as per Govt. norms
- The Visitor should not enter the venue ground if their temperature is not normal
- In case a person falls sick, he must report to the First Aid desk.
- They Should pre-register themselves
- They should adhere to all the guidelines prescribed by the expo Organizers
- They should be fully vaccinated – Certification of vaccination is compulsory for getting entry into the show
- Covid-19 Negative Report (RT-PCR Test) is compulsory for visitors and delegates who have taken only 1 Dose of Vaccination to visit the show
- Children under the age of **18** years are not allowed in Show

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## Welcome to Nagpur: The Geographical Centre of India and Second Capital of Maharashtra

Nagpur is a city in the central part of India. In Maharashtra State. The left side is the map of Maharashtra state showing the position of Nagpur city. Nagpur district is located between 21\*45 N to 20\*30 N and 78\*15 E to 79\*45 E, which essentially indicates that Nagpur Odistrict is located in the Deccan Plateau. The adjoining districts are Bhandara on the east, Chandrapur on the south, Amravati and Wardha on the west, and in the north shares the boundary with Madhya Pradesh.

Its one of the most important cities in Maharashtra and is considered its second capital. It also serves as the commercial & political center of the Vidarbha region in the state. In fact, every year, the 'Winter Session' of the Maharashtra Legislature takes place in Nagpur only. This makes the city quite significant from a business point of view and many people travel here on a frequent basis for business purposes. It also serves as the headquarters of the respective administrations of Nagpur District and Nagpur Division. Along with that, Nagpur is also important from a tourism point of view. It has a number of tourist attractions to offer to its visitors, coming from various parts of India as well as abroad. They include Balaji Mandir, Ambazari Lake, Sitabuldi Fort, Maharaja Baug, etc. Along with that, it serves as the base for nature lovers, looking to visit the numerous wildlife sanctuaries and natural parks situated in and around the Nagpur district. The strategic location of the city, almost in the heart of India, further addstoits importance. It's also known throughout the world for being a major production as well as the trade center of excellent, high-quality oranges. This has resulted in it being given the name of Santra Nagari ('Orange City' or the 'City of Oranges'). From a tourism point of view, the best time to visit the city comprises the months of October to march. During this time, the weather conditions are at their very best. So, come and explore the tourist treasures offered by the 'Orange City' and you can easily roam around the city of India.

**Event Venue: Dhaba Ground, Nagpur, Maharashtra**

### LOCATION DETAILS:

- Distance from Airport – 10 km
- Railway Station – 04.4 km
- City Centre – 06 km

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## RULES & REGULATIONS

1. The words listed under 'definitions' will bear the following reference for the purpose of this event.

(a) **Organizers:**

- Agrovision Foundation
- MM ACTIV SCI-TECH COMMUNICATIONS PVT. LTD.
- Purti Power & Sugar Ltd.
- Vidarbha Economic Development Council (VED)
- Maharashtra Economic Development Council (MEDC)

(b) **Event Supporters:**

- Crop Care Federation of India (CCFI)
- Crop Life India
- National seed association of India (NSAI)

(b) **Event Manager:**

MM ACTIV SCI-TECH COMMUNICATIONS PVT. LTD.

(c) **Event:**

AGROVISION (Workshops, National Expo & Conference)

(d) **Exhibitor:**

Any employee, staff, agent, or authorized personnel belonging to a government department or undertaking, company, partnership firm, or individual to whom space has been allotted for the purpose of exhibiting.

(e) **Venue:**

Dhaba Ground, Nagpur

(f) **Stand / Booth / Stall / Pavilion:**

Exhibition space reserved for an exhibitor.

2. All applications for participation should be made on the Space Application Form and submitted to the Event Managers. Submission of this form will confirm participation and acceptance of rules and regulations. The organizers reserve the right to accept or refuse any application without assigning any reason.

3. Allotment of stands is final only on receipt of 100% payment.

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4. Although total subletting of a stand to a third party is not permitted, partial subletting to a sister concern, associate, or agent may be allowed by the organizer on written permission.
5. All payments should be made by Bank Draft or Account Payee Crossed Cheque “**Agrovision Foundation**” payable at Nagpur.
6. No alteration to the size or position of the stand is permitted without the prior written approval of the Event Managers who reserve the right to change the layout/stand number or gangways. The organizers also reserve the right to require exhibitors to make such alterations to their stands and the setting of their exhibits as they reasonably feel necessary to maintain an acceptable standard of presentation and to avoid interference with the display of other exhibitors. Further, no banners, placards, etc. will be allowed on the premises or complex or on the roads in the vicinity. The such unauthorized display is liable to be removed by the Organizers without notice at the cost of the exhibitor. Exhibits must not obstruct passages.
7. **Only two persons will be allowed per 9sqm stall space to man the stall.**
8. No stand will be left unmanned during the exhibition. The staff of exhibitors must be present at least 30 minutes before the visiting hours of the exhibition. No activity which in the opinion of the Event Managers amounts to nuisance or annoyance will be caused by the exhibitors. The Event Managers shall have the right to take remedial action in such cases.
9. The exhibitor should not cause any damage to the site/building/stand. Any such damage will be made good at the expense of the exhibitor. The exhibitor will also indemnify the organizers against any claims resulting from mishaps due to faulty equipment/faulty handling of material or non-observance of legal or safety requirements by them
10. Arrangements will be made for providing round-the-clock security. However, the organizers are not responsible for any theft, pilferage, loss, or damage of any material, goods or properties belonging to individual exhibitors at any time before, during or after the exhibition for any reason or cause whatsoever.

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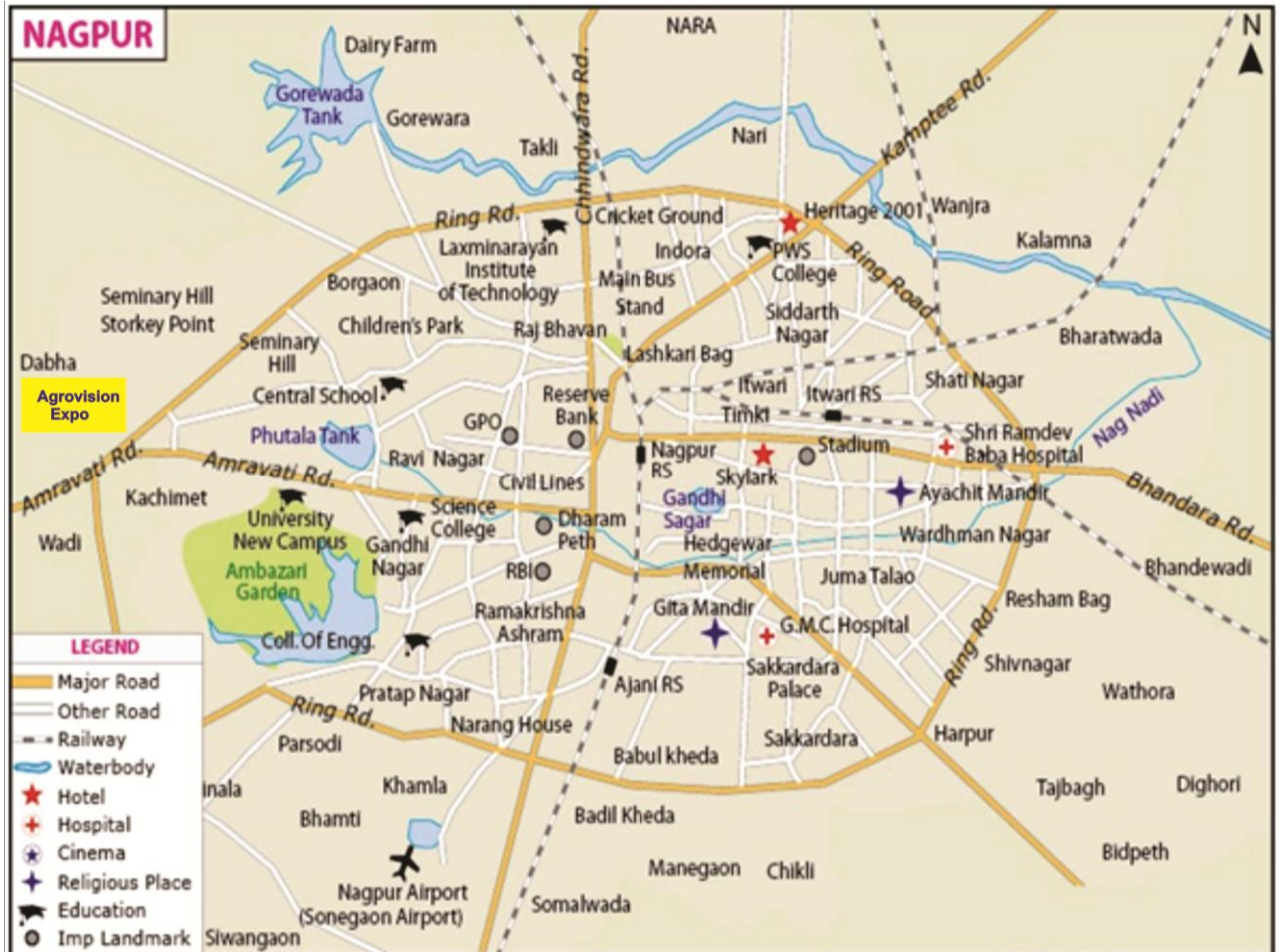
11. Insurance of exhibits, against all risks, prior to, during, and after the exhibition should be done by the exhibitors at their own cost. The Organizers/Event Partners/Event Managers will in no way be responsible for any loss or damage.
12. Should any exhibitor decide to withdraw from participation in the exhibition, the decision as to the refund rests entirely with the Event Manager at their sole discretion.
13. If due to Force Majeure or other unavoidable circumstances, the organizers are forced to cancel the exhibition, the exhibitor will not be entitled to claim damages or compensation of any kind other than a refund of space contribution. The organizers reserve the right to reschedule the event in the interest of the exhibition.
14. The organizers may alter or add new rules and regulations for the benefit of the exhibition. Such rules will be given in writing and will be binding on all exhibitors.
15. Adjudication, in case of dispute, as provided by the High Court of Govt of Maharashtra would be binding on all parties.
16. In the case of a pavilion plot, only 50% of the total area booked will be permitted for construction up to a height of 3 meters (10 ft.) To avoid interference with the display of other Exhibitors. It should be ensured that the visibility of other stalls is not blocked. And in case of bare space allotted on either side of the hanger then the back wall cannot be higher than 8 ft.
  - **The dimension of the stall is 3mtr x3mtr = 9 sqm and 1-panel size = 1 meter ( Width, 1-meter x H 2.44 meter) total of 3x3 stall with 9 panels one side open**
  - **1 mtr panel size = 3feet.3 inch(3.3ft ) width**
  - **Panel height 2.44 mtr = 8.1 feet height**
  - **For poster display size should be (W 3 feet x H 6 feet)**
17. All drawings/designs showing stand construction have to be submitted in duplicate and approved by the organizers/Event Managers, who reserve the right to recommend changes/modifications, in the interest of the overall presentation of the exhibition. Exhibitors have to ensure that the changes recommended are carried out.
18. Power Supply – Power supply for all purposes will be from Generators.
19. Do not play music loudly inside the hanger during the expo 25<sup>th</sup> -28<sup>th</sup> November 2023

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## LOCATION MAP

Dhaba Ground, Vayusena Nagar Nagpur, Maharashtra



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## SITE MANAGEMENT TIMETABLE Schedule

### A. Pre-show:

Activity	Possession Date	Deadline
Bare Space: Open to Sky	21/11/2022	11.00 a.m. onwards
Bare Stand/Pavilions in Hanger	22/11/2022	11.00 a.m. onwards
Shell Space	24/11/2022	11.00 a.m. onwards
Completion of stand interiors by all exhibitors	24/11/2022	By 11.30 P.M
Hall cleaning and removal of empties	24/11/2022	By 11.30 P.M
<b>*Note: The transportation to ferry exhibitor material will only be allowed till 12 PM on 24<sup>rd</sup> November 2022</b>		

### B. Show Dates: November 25<sup>th</sup> – 28<sup>th</sup>, 2022

C. Inauguration : November 25<sup>th</sup>, 2022@ 3.00p.m. (Tentative)

D. Timings : On 25<sup>th</sup> 03.00 p.m. to 06.00 p.m.  
: On 26<sup>th</sup> 10.00 a.m. to 06.00 p.m.  
: On 27<sup>th</sup> 10.00 a.m. to 06.00 p.m.  
: On 28<sup>th</sup> 10.00 a.m. to 06.00 p.m.

### E. Post-show:

- (1) Commencement of dismantling: 28/11/2022, after 7.00. p.m.
- (2) Vacating of exhibition area by 11:30 Midnight on 28-11-2022
- (3) Disconnection of utilities by organizer: by 11.30 Midnight on 28-11-2022

The Event Managers and Contractors will be available at their site office at the venue from 18/11/2022 between 10.00 a.m. to 5.00 p.m. to assist exhibitors during the stand construction and dismantling period. During exhibition days they will be available between 10.00 a.m. -5.00 p.m.

On show days, exhibitor staff will be allowed to stay in the exhibition hall strictly for only half an hour after closing time to refurbish and/or service their exhibits/stand.

No representative of exhibitors will be allowed inside during, pre & post-show timings without the exhibitor badge.

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## EXHIBITOR CHECKLIST

### Exhibitor Entitlement

Under the Shell Stand scheme, exhibitors will be provided with synthetic carpet and fascia with standard lettering for the name of the exhibitor along with the following entitlement:

#### Utilities provided for each 9 sqm:

1. Two/Three Side Laminated Polychem Panel Walls
2. Wall-to-Wall Carpet
3. One Table
4. Two Chairs
5. Three Spotlights
6. One 5 Amps. Power socket
7. One Waste Paper Basket

For Shell Stand Stalls with more than 9 sqm area, Utilities will be on a pro-rata basis.

Exhibitors will be given 2 No. Exhibitor passes per 9 sqm booked area.

No rebate will be given if the exhibitor decides not to avail of any of the above shell scheme provisions. Exhibitors must apply for an electrical/power source at additional cost as required by them over and above the entitlement.

#### Ordering Additional Services:

Requirements for additional services can be placed with the contractors at the venue and the same will be supplied by the contractors on payment. Also, your requirement can be forwarded to the Event Managers by Email only by 18/11/2022.

#### Additional power 5000 per kW

#### Additional Services Provided:

- 1) Electrical
- 2) Audio Visual Equipment
- 3) Other Services
- 4) Security

The above services are available at the venue at an additional cost.

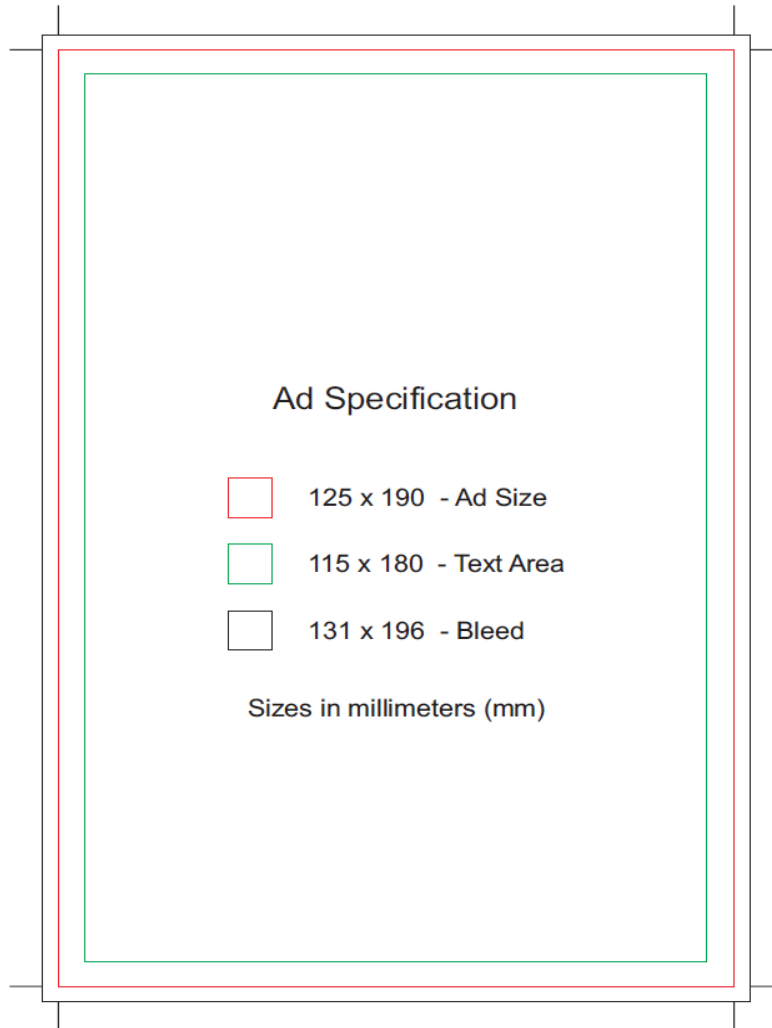
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## ADVERTISEMENT DATA

### Mechanical Data:

Page – Full Page Colour non-bleed

A5 size advertisement (Height - 8.5inch & Width 5.5 inch)



### Art Material:

For Colour advertisements, please send us the artwork of the same along with the Colour Positives & Progressive proofs.

Send on: [sanklap.singh@mmactiv.com](mailto:sanklap.singh@mmactiv.com) | Mob: +91-7905995187

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## POSSESSION OF STAND

**Name of Exhibitor (Organization Name):**

**Stand No.:**

(To be filled in and submitted at the time of taking physical possession of the stand)

We have made full payment of our space, the last installment Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) having been paid vide our cheque/DD No. \_\_\_\_\_ dated \_\_\_\_\_. Please handover possession of our stand to Mr. / Ms. \_\_\_\_\_.

ALL OUR WORK WILL STOP AND WE WILL CLEAR THE AISLES AND PASSAGES OF ALL EXHIBIT MATERIAL BY 12.00 P.M. ON November 24<sup>th</sup>, 2022

**Name of the Exhibition Coordinator:**

**Signature:**

**Company Seal:**

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**EXHIBITION ENTRY PASS**

To: **The Security-in-Charge**

From: **Name of Exhibitor:**.....

Stand No. ....

Please allow entry of \_\_\_\_\_ packages relating to our participation at "Agrovision".

**Signatories**

**Exhibition Coordinator:**

**MM ACTIV:**

**Security:**

Date:

Date:

Date:

Time:

Time:

Time:

.....Organised By..... Event Sponsored By: Supporter By

**EXHIBITION EXIT PASS**

**To: The Security-in-Charge**

**From: Name of Exhibitor:.....**

**Stand No. ....S**

Please allow exit of \_\_\_\_\_ packages brought in by us relating to our participation 'Agrovision'

**Signatories**

**Exhibition Coordinator:**

**MM ACTIV:**

**Security:**

Date:

Date:

Date:

Time:

Time:

Time:

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## TARIFF CARD FOR ADDITIONAL SERVICES

### I. Audio Visuals / Other Furniture's

<u>S.NO.</u>	<u>DESCRIPTION OF ITEM</u>	<u>COST PER UNIT</u>	<u>Qty.</u>	<u>AMOUNT</u>
			<u>(InRs.)</u>	<u>Reqd.(InRs.)</u>
1	Laminated panel 1m x 2.5m			1000.00
2	Octonorm Table (one side open)			700.00
3	Stall chair (Per Day)			200.00
4	Waste paper basket			100.00
5	5/15 Power rider			600.00
6	5/15 amps Power outlet			300.00
7	100 Wt. spotlight			500.00
8	Metal halide light 100 wt.			1500.00
9	Extra Power (Per KW)			5000.00

**Note: Above charges doesn't include any tax. GST shall be charged extra.**

For the above Facility, Please contact: Mr. A.K. Upadhyay, **Mob: +91 8527004909**

E-mail: [amit.upadhyay@mmactiv.com](mailto:amit.upadhyay@mmactiv.com)

**THIS FORM TO REACH ORGANISER'S OFFICE BY 18th November 2022**

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